

**Archives and Records Commission
Minutes
April 21, 2022**

Call to Order:

Nicole Willard called the meeting to order at 11:02 a.m.

Members present were:

Nicole Willard	Chair
Melody A. Kellogg	Vice Chair and Secretary
Ruthie Chicoine	Proxy for State Auditor
Kiran Nallayahgari	Proxy for State Treasurer

Members absent were:

Ashley Crall	Proxy for Lt. Governor
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Also present were:

John Settle	Office of the Attorney General
Jan Davis	Department of Libraries
Jennifer Green	Department of Libraries
Holly Hasenfratz	Department of Libraries
Alyssa Vaughn	Department of Libraries
Fariba Williams	State Regents for Higher Education

Posting of Meeting Agenda

The agenda was posted on the window near the front door of the Oklahoma Department of Libraries building on April 8, 2022. The agenda was also posted on the agency's website on April 8, 2022.

Approval of Minutes of the Meeting of January 20, 2022:

Approval of the Minutes was moved by Kellogg and seconded by Nallayahgari.

Chicoine	aye
Kellogg	aye
Nallayahgari	aye
Willard	aye

Consideration of Requests:

Amendment to Records Disposition Schedule 80-42, State Board of Chiropractic Examiners

The State Board of Chiropractic Examiners requested Records Disposition Schedule 80-42 be amended.

Approval of the Amendment to Records Disposition Schedule 80-42 was moved by Kellogg and seconded by Willard.

Chicoine	aye
Kellogg	aye
Nallayahgari	aye
Willard	aye

Amendment to Records Disposition Schedule 90-03, State Regents for Higher Education

Davis introduced Fariba Williams. The State Regents for Higher Education requested Records Disposition Schedule 90-03 be amended.

Approval of the Amendment to Records Disposition Schedule 90-03 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	aye
Nallayahgari	aye
Willard	aye

Amendment to Records Disposition Schedule 92-12, Oklahoma Funeral Board

The Oklahoma Funeral Board requested Records Disposition Schedule 92-12 be amended.

Approval of the Amendment to Records Disposition Schedule 92-12 was moved by Kellogg and seconded by Willard.

Chicoine	aye
Kellogg	aye
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-03, District Attorneys Council

The District Attorneys Council requested Records Disposition Authorization 2022-03 be approved.

Approval of Records Disposition Authorization 2022-03 was moved by Kellogg and seconded by Willard.

Chicoine	aye
Kellogg	aye
Nallayahgari	aye
Willard	aye

Amendment to the General Records Disposition Schedule for State Universities and Colleges, Department of Libraries

The Department of Libraries requested the General Records Disposition Schedule for State Universities and Colleges be amended.

Approval of the Amendment to the General Records Disposition Schedule for State Universities and Colleges was moved by Nallayahgari and seconded by Kellogg.

Chicoine	aye
Kellogg	aye
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-04, Department of Libraries, Town of Cardin

The Department of Libraries requested Records Disposition Authorization 2022-04 be approved.

Approval of Records Disposition Authorization 2022-04 was moved by Nallayahgari and seconded by Chicoine.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-05, Department of Libraries, Kay County Court Files, Miller 101 Ranch

The Department of Libraries requested Records Disposition Authorization 2022-05 be approved.

Approval of Records Disposition Authorization 2022-05 was moved by Nallayahgari and seconded by Chicoine.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-06, Department of Libraries, Oklahoma and Indian Territory Children's Home Society

The Department of Libraries requested Records Disposition Authorization 2022-06 be approved.

Approval of Records Disposition Authorization 2022-06 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-07, Department of Libraries, Newspapers on Microfilm

The Department of Libraries requested Records Disposition Authorization 2022-07 be approved.

Approval of Records Disposition Authorization 2022-07 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-08, Department of Libraries, Union Depot Hotel, Muskogee, Indian Territory

The Department of Libraries requested Records Disposition Authorization 2022-08 be approved.

Approval of Records Disposition Authorization 2022-08 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-09, Department of Libraries, Oklahoma Press Association

The Department of Libraries requested Records Disposition Authorization 2022-09 be approved.

Approval of Records Disposition Authorization 2022-09 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-10, Department of Libraries, American Association of Social Workers

The Department of Libraries requested Records Disposition Authorization 2022-10 be approved.

Approval of Records Disposition Authorization 2022-10 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-11, Department of Libraries, Thomas G. Harrison Collection

The Department of Libraries requested Records Disposition Authorization 2022-11 be approved.

Approval of Records Disposition Authorization 2022-11 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-12, Department of Libraries, Dissertation, Clark

The Department of Libraries requested Records Disposition Authorization 2022-12 be approved.

Approval of Records Disposition Authorization 2022-12 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-13, Department of Libraries, Master's Thesis, Fisher

The Department of Libraries requested Records Disposition Authorization 2022-13 be approved.

Approval of Records Disposition Authorization 2022-13 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-14, Department of Libraries, Honor's Thesis, Eyer

The Department of Libraries requested Records Disposition Authorization 2022-14 be approved.

Approval of Records Disposition Authorization 2022-14 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-15, Department of Libraries, Master's Thesis, Minyard

The Department of Libraries requested Records Disposition Authorization 2022-15 be approved.

Approval of Records Disposition Authorization 2022-15 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-16, Department of Libraries, Master's Thesis, Boylan

The Department of Libraries requested Records Disposition Authorization 2022-16 be approved.

Approval of Records Disposition Authorization 2022-16 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-17, Department of Libraries, Dissertation, Hill

The Department of Libraries requested Records Disposition Authorization 2022-17 be approved.

Approval of Records Disposition Authorization 2022-17 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-18, Department of Libraries, Baptist College Journal

The Department of Libraries requested Records Disposition Authorization 2022-18 be approved.

Approval of Records Disposition Authorization 2022-18 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

Records Disposition Authorization 2022-19, Department of Libraries, Methodist Episcopal Church "South" Conference Records

The Department of Libraries requested Records Disposition Authorization 2022-19 be approved.

Approval of Records Disposition Authorization 2022-19 was moved by Nallayahgari and seconded by Willard.

Chicoine	aye
Kellogg	abstain
Nallayahgari	aye
Willard	aye

New Business:

No new business was conducted at this time.

Adjournment:

The meeting was adjourned at 11:25 a.m.

Melody A. Kellogg

Melody A. Kellogg, Vice Chair and Secretary
Oklahoma Department of Libraries